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UNITED STATES DISTRICT COURT  
DISTRICT OF NEVADA

LAUREN KETTELL,	)	3:12-CV-00297-HDM-WGC
Plaintiff,	)	<b><u>ORDER SCHEDULING</u></b>
vs.	)	<b><u>SETTLEMENT CONFERENCE</u></b>
BRENT COSS,	)	
Defendant.	)	

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A settlement conference is hereby scheduled to commence on **Thursday, May 30, 2013, at 9:00 a.m.**, before the undersigned Magistrate Judge Robert A. McQuaid, Fifth Floor Chambers, Bruce R. Thompson U.S. Courthouse and Federal Building, 400 South Virginia Street, Reno, Nevada.

Unless excused by order of the court, clients or client representatives with complete authority to negotiate and consummate a settlement shall be in attendance at the settlement conference. This requires the presence of the client or if a corporate, governmental, or other organizational entity, an authorized representative of the client. For a Defendant, such representative must have final settlement authority to commit the organization to pay, in the representative's own discretion, a settlement amount up to the Plaintiff's prayer, or up to the Plaintiff's last demand, whichever is lower. For a Plaintiff, such representative must have final authority, in the representative's own discretion, to authorize dismissal of the case with prejudice, or to accept a settlement amount down to the Defendant's last offer. If board approval is required to authorize settlement, the attendance of at least one sitting member of the board (preferably the chairperson) is absolutely required. Any insurance company that

1 is a party or is contractually required to defend or to pay damages, if any, assessed within its  
2 policy limits in this case must have a fully authorized settlement representative present. Such  
3 representative must have final settlement authority to commit the company to pay, in the  
4 representative's own discretion, an amount within the policy limits, or up to the Plaintiff's last  
5 demand, whichever is lower. If trial counsel has been fully authorized to commit the client  
6 to pay or to accept in settlement the amount last proposed by the opponent, in counsel's sole  
7 discretion, the client, client representative, or insurance company representative, as  
8 applicable, need not attend. The purpose of this requirement is to have in attendance a  
9 representative who has both the authority to exercise his or her own discretion, and the  
10 realistic freedom to exercise such discretion without the negative consequences, in order to  
11 settle the case during the settlement conference without consulting someone else who is not  
12 present. In the event counsel for any party is aware of any circumstance which might cast  
13 doubt on a client's compliance with this paragraph, s/he shall immediately discuss the  
14 circumstance with opposing counsel to resolve it well before the settlement conference, and,  
15 if such discussion does not resolve it, request a telephone conference with the court and  
16 counsel.

17 Counsel appearing for the settlement conference without their client representatives  
18 or insurance company representatives, authorized as described above, will cause the  
19 settlement conference to be canceled or rescheduled. The non-complying party, attorney or  
20 both may be assessed the costs and expenses incurred by other parties and the court as a  
21 result of such cancellation, as well as any additional sanctions deemed appropriate by the  
22 court. Counsel are responsible for timely advising any involved non-party insurance  
23 company of the requirements of this order.

24 At the settlement conference the parties, by counsel, shall give a brief (5-10 minute)  
25 presentation outlining the factual and legal highlights of their case. Then separate,  
26 confidential caucuses will be held with each party and/or the party's representative(s).

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1                   **PREPARATION FOR SETTLEMENT CONFERENCE**

2                   In preparation for the settlement conference, the attorneys for each party shall submit  
3                   a confidential settlement conference statement for the court's *in camera* review. The  
4                   settlement conference statement shall contain the following:

- 5                   1. A brief statement of the nature of the action.
- 6                   2. A concise summary of the evidence that supports your theory of the case,  
7                   including information which documents your damages claims. You may attach  
8                   to your statement those documents or exhibits which are especially relevant to  
9                   key factual or legal issues, including selected pages from deposition transcripts  
10                  or responses to other discovery requests.
- 11                  3. An analysis of the key issues involved in the litigation.
- 12                  4. A discussion of the strongest points in your case, both legal and factual, and a  
13                  frank discussion of the weakest points as well. The court expects you to  
14                  present a candid evaluation of the merits of your case.
- 15                  5. A further discussion of the strongest and weakest points in your opponents'  
16                  case, but only if they are more than simply the converse of the weakest and  
17                  strongest points in your case.
- 18                  6. An estimate of the cost (including attorney's fees and costs) of taking this case  
19                  through trial.
- 20                  7. A history of settlement discussions, if any, which details the demands and  
21                  offers which have been made, and the reasons they have been rejected.
- 22                  8. The settlement proposal that you believe would be fair.
- 23                  9. The settlement proposal that you would honestly be willing to make in order  
24                  to conclude this matter and stop the expense of litigation.

1                   **THE SETTLEMENT CONFERENCE STATEMENTS SHALL BE RECEIVED**  
2                   **IN THE CLERK'S OFFICE, ROOM 301, NOT LATER THAN 4:00 P.M. ON**  
3                   **TUESDAY, MAY 21, 2013.**

4                   **DO NOT SERVE A COPY ON OPPOSING COUNSEL.**

5                   The settlement conference statement should be delivered to the Clerk's Office in an  
6 envelope clearly marked "Confidential Contains Settlement Brief".

7                   The purpose of the settlement conference statement is to assist the court in preparing  
8 for and conducting the settlement conference. In order to facilitate a meaningful conference,  
9 your utmost candor in responding to all of the above listed questions is required. The confidentiality of  
10 each statement will not be seen by the trial judge. The confidentiality of  
11 each statement will be strictly maintained in my chambers. Following the conference, the  
12 settlement conference statements will be destroyed.

13                  DATED: April 3, 2013



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15                  ROBERT A. MCQUAID, JR.  
16                  UNITED STATES MAGISTRATE JUDGE

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